



May 2011

Parking Garage Safety Tips

A number of safety-related issues that pose potential hazards to pedestrians and drivers have arisen recently in the Capitol Campus parking garages. The General Administration Parking Office would like to share some safety tips and other key information about parking services.

Pedestrians

- Stop if you see a driver who is not paying attention. Make sure you are seen!
- Don't walk in front of moving vehicles and expect them to stop. Don't second-guess the car and/or driver.
- Use the crosswalks and designated walkways.

Drivers

- Please monitor your speed. The maximum speed limit in garages is 12 mph.
- Watch carefully for pedestrians as there are some dark areas in the garages that make it difficult to see pedestrians.
- Lights on! But remember to turn them off.
- Use turn signals.
- Acknowledge all caution/stop lights and crosswalks.
- Back out of spaces with caution and watch for blind spots.
- If you own a large truck or SUV, please do not park on the ends of the rows because the vehicle blocks the view of oncoming traffic and pedestrians.
- Please make sure that someone picking you up does not block an entrance or exit at the end of the day while waiting for you. Also, please ask them to not idle the vehicle in consideration of others walking in/out of the garage. Emissions from the fumes are not healthy.

Other key reminders

- Please remember that the garage is considered a state building and smoking is not permitted.
- Please do not put out cigarettes or dump garbage on the garage floor. Garbage receptacles are available throughout the garage.
- Compact stalls are for compact cars only. Larger stalls are for large vehicles.
- If your license plate changes, please let us know. Contact the Parking Office at 725-0030, or submit the change to us at:
<https://fortress.wa.gov/ga/apps/Parkers/MainMenu.aspx>
- More people this time of year drive motorcycles and mopeds to work. Watch carefully, and remember that folks riding these vehicles are authorized to park in regular car stalls. Not all garages have specific reserved motorcycle areas.

New employees

You can register for parking on line at www.ga.wa.gov/park

Please be sure to print a copy of your registration confirmation and attach it to your car window (with personal information removed) until your parking sticker arrives in campus mail.

Please note that your parking permit is good only for areas set aside for state employees. You are not allowed to park in spaces set aside and marked for visitors, tourists and other special purposes between the hours of 7 a.m. and 5 p.m. on normal working days, unless authorized to do so by the director of General Administration. Please register with the parking office if you are a campus employee.

All campus parking customers:

Please use our website to:

- Add a new vehicle
- Delete a vehicle
- Cancel parking when you no longer work on the Capitol Campus. You must cancel parking when you leave the Capitol Campus, otherwise you may be responsible for paying parking fees. Please remember to notify the [Parking Office](#), not just your payroll office. We have to submit documentation to your payroll office to stop automatic deductions.
- Replace a parking sticker that is no longer legible. If the State Patrol cannot read your sticker, you may be cited with a ticket.
- Non-registered vehicles can be parked for a day if you provide us with a license plate number by either notifying us through the [web site](#) or calling our office.

GA on the Web: www.ga.wa.gov